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Number 5

BULLETIN

SUMMER QUARTER, 1922

First Term, June 5-July 7

Second Term, July 10-Aug. 12

WEST TENNESSEE STATE NORMAL SCHOOL

MEMPHIS, TENN.



PUBLISHED BY AUTHORITY OF THE
STATE BOARD OF EDUCATION

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Additional Teachers for Summer School will be announced.

BULLETIN

West Tennessee State Normal School

MEMPHIS, TENNESSEE

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VOL. XI.

APRIL, 1922.

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ANNOUNCEMENT OF SUMMER SCHOOL

Tenth Summer Quarter

The ninth Summer Quarter of the West Tennessee State Normal School will open Monday, June 5, 1922, at 10 A. M. and continue ten weeks, closing Friday, August 12. The Summer Quarter will be divided into two terms of five weeks each, as follows:

First Term—Monday, June 5, to Saturday, July 7.

Second Term—Monday, July 10, to Friday, August 12.

All the review courses and many special courses will be offered each term of five weeks. Most of the courses of college rank will be offered throughout the full Quarter. Examinations will be given at the end of the first term of five weeks for those who are not able to remain for the full Quarter and half credit will be given. Students may enter these continued courses the second term and receive credit for second half. Courses giving two credits are completed in a term of five weeks; those giving four credits continue throughout the Quarter.

PURPOSE

The purpose of the Summer School is to give teachers, especially those of West Tennessee, the opportunity for study and improvement during the vacation period. The work will be arranged so that teachers can add to their scholarship and professional equipment by taking regular or review courses. The Summer Quarters will also give opportunity to ambitious students to earn additional credits on regular courses, thus shortening the time required for certification; and to students who have failed to do satisfactorily the work in any term to overcome their deficiencies and continue their studies.

The Summer Quarters of the Normal School have been highly successful, both in point of attendance—880 having registered last summer—and the character of work done. The attendants at the Summer term are, for the most part, teachers of experience who take advantage of their vacation to better prepare for the next year. Many teachers of West Tennessee have been present at every Summer Quarter. They are expected to attend again this year and it is certain that they will be joined by many of the new teachers of this section. Indeed, it is evident at this early date, that the number present at the coming Summer Quarter will be limited only by the capacity of the school.

With the experience of the past summers, with a fuller appreciation of the desires of and needs of the teachers of this section, the Normal School will offer the most attractive courses of study and will make arrangements for the comfort and convenience of all who attend.

ADVANTAGES OF THE SUMMER SCHOOL

The complete facilities of the Normal School are offered to all who attend, without tuition charge, except that a fee of \$15.00 for the Summer Session is charged to persons not residents of Tennessee. Among the facilities are:

1. **Faculty.** A superior faculty of trained men and women, specialists in educational work and deeply interested in the teachers and schools of the State.

2. **Departments.** Well organized departments of Education, Agriculture, Biology, Chemistry, Commercial, Drawing and Penmanship, English, History, Home Economics, Latin, Manual Training, Mathematics, Modern Languages, Music, Physics and Geography, Physical Training.

3. **Courses.** Instruction in college, high school and professional courses and reviews in elementary school subjects.

4. **Laboratories.** Modern and well-equipped laboratories in Chemistry, Physics, Biology, Agriculture and Home Economics.

5. **Industrial Work.** Thorough courses in cooking, sewing, manual training, agriculture and commercial subjects; also in drawing, school music, school and home sanitation.

6. **Library.** An excellent library of 9,000 volumes selected to meet the peculiar needs of teachers; also a spacious reading room supplied with the best magazines and periodicals.

TEACHERS NEEDED

In many counties in West Tennessee there are not enough qualified teachers for the positions to be filled.

Because of the higher standards prescribed for teachers' certificates in the State examinations and the closer grading of papers there are probably fewer licensed teachers in the State than there are positions to be filled.

Many persons who have been teaching on temporary certificates have now completely exhausted the temporary certificate privilege. It is highly important, therefore, that prospective teachers shall qualify themselves for work and that those now engaged in teaching shall fit themselves for higher and more responsible positions.

The State Normal School offers opportunity for preferment in the teaching profession. It invites those who expect to become teachers to attend its sessions and to take its courses and it urges teachers now holding certificates to better qualify themselves for higher positions.

Teachers of ability no longer have to seek positions in Tennessee, but are sought by Superintendents and Boards of Education.

TEACHERS' BUREAU

During the Summer Quarter and throughout the year a special committee of the Faculty conducts a bureau for teachers, **free of charge**. Superintendents and Boards of Education who desire capable teachers, whether for high schools or for the grades, and efficient teachers desiring positions will be given every assistance by this committee.

GENERAL INFORMATION

ROOMS

The Normal School can take care of 240 young women in Mynders Hall, the Women's Dormitory, and 100 in the Main Building. The rooms in the Main Building have been much improved by the addition of running water, baths, etc., and are now as desirable and comfortable as the rooms in Mynders Hall. Young women who occupy rooms in the Main Building are under the general supervision and care of the regular matron of the school, who will be aided by an Assistant Matron who will reside in the building.

A new Dining Hall and Kitchen with all modern equipment will be ready for occupancy on Monday, June 5th.

A new Domitory for men is in process of erection. This Domitory will accommodate 120 men. It will be modern and sanitary in all of its appointments and equipment.

Young men can find rooms in Prescott Flats or in private homes.

Furnished rooms in the school domitories cost only \$7.50 for the term of five weeks or \$10.00 for the Quarter for each occupant.

There are a few single rooms in the Dormitory which are rented for \$2.00 a week, \$10.00 for the term, or \$20.00 for the Quarter.

Rooms are rented by the term and no reduction will be made for absence any part of the term.

RESERVATIONS

Rooms will be reserved in the order of their application. Those who write first will be given places in the school dormitory and those writing later will be assigned to rooms in the main building or to private families. A deposit fee of \$3.00 is required of all who make reservations for the Summer Quarter which fee will be credited on the total expenses of the term. No reservation will be made without this deposit. The reservation fee will be refunded if notice of inability to come is given the school authorities before June 2, 1922.

Notice is hereby given that refund of the reservation fee will not be made unless request for same is made before June 1, 1922. Rooms reserved will be held until Wednesday, June 7, and will then be let to other parties unless notification comes from original applicants that they are coming at a later date.

It is very important that those who expect to attend the Summer Quarter should write the President and reserve rooms as soon as it is definitely determined to attend. Arrangements will be made for all who come, but choice of rooms will be accorded to those who make the first application.

The rooms in the dormitory are more convenient and economical than private rooms, and parties desiring same should make early reservation.

Rooms in dormitory will be ready for occupancy by students of Summer Quarter on Monday, June 5. The first meal served will be dinner on that date.

Rooms are rented by the term or Quarter and no reduction will be made in room rent for absence during the term. No reduction in board will be made for absence less than two weeks; and no reduction will be made for absence the first two or the last two weeks of the term.

Homes in private families including lodging and two meals a day can be secured for \$40.00 to \$45.00, and lunch can be secured at the cafeteria at reasonable rates.

EXPENSES**ALL FEES MUST BE PAID ON ENTRANCE**

The total expenses of the Summer Quarter of ten weeks for Tennessee Students for board, room, lights, laundry, and registration, who secure rooms in the school dormitories, will amount to \$63.00, as follows:

Tuition	Free
Registration	\$ 5.00
Board	35.00
Room Rent	10.00
Lights	3.00
Laundry	10.00
Total.....	<u>\$63.00</u>

One Term of Five Weeks

Tuition	Free
Registration	\$ 5.00
Board	17.50
Room Rent	7.50
Lights	1.50
Laundry	5.00
Total.....	<u>\$36.50</u>

Students not residents of Tennessee will be charged \$15.00 tuition.

Day students pay only the registration fee of \$5.00.

For the use of the laboratories, instruments, and materials required, the following fees are charged in the Departments mentioned:

Biology, Drawing, Manual Training and Typewriting, \$1.00 each.

Chemistry, \$2.00.

Home Economics, 30, 50 cents; Home Economics, 33, \$1.00; Home Economics, 51, \$2.00; Home Economics, 56, 50 cents.

LAUNDRY

The West Tennessee State Normal School owns and operates a modern sanitary laundry. Students occupying rooms on the campus are required to have their laundry work done here, and therefore pay the laundry fee. This rule has been made for sanitary reasons and is rigidly enforced. No exceptions whatever will be made and all students who board on the campus will be required to pay the laundry fee.

WHAT STUDENTS FURNISH

All heavy furniture needed in the rooms of the dormitory is furnished by the school. Single beds are used almost exclusively. Students furnish their own pillows, bed linen, bed covers, towels, scarfs, etc.

POSTOFFICE

A branch of the Memphis postoffice has been established in Prescott Flats, just across from the campus. It affords the students and school authorities every postoffice convenience. Mail should be addressed to West Tenn. State Normal, Normal, Tenn.

RAILROAD AND EXPRESS OFFICE

The Southern Railway has a depot, called Normal, located on the school ground. Pupils should, if possible, when leaving home, buy tickets and check baggage to Normal. If this cannot be done, then upon arrival at New Union Station, Memphis, buy ticket, check baggage to Normal. Pupils who come on the Illinois Central will transfer to New Union Station and then buy ticket and check baggage as above. Efforts should be made to arrive in Memphis in daytime. A member of the faculty will meet new students at the station if the exact time of arrival of the train is given. The Normal School street car, leaving Main and Union avenue every thirty minutes, will take pupils to the Normal building. Baggage should be checked plainly, care of West Tennessee State Normal School, Normal, via Memphis, Tennessee.

SOCIAL ACTIVITIES AND LECTURES

Not all the time at the Normal School is devoted to work, for many interesting events make the social feature of this institution a very important one.

Many distinguished educators and lecturers will address the student body during the Summer Terms on popular subjects.

Entertainments will be given on the campus as well as by the Chamber of Commerce of the City of Memphis and other organizations of Memphis.

TWILIGHT STORY HOUR

For a number of years, during the Summer Quarter of the West Tennessee Normal School, the twilight hour has been enjoyed as the Story Hour.

Every Tuesday and Thursday evening large numbers of the faculty, students, and friends of the school have gathered on the massive stone steps in front of the Administration Building and for an hour have listened to stories, sung folk songs, and looked at folk dances on the green.

The object of this hour is three-fold; to entertain and give joy; to afford observation and discussion of the best story-telling; and for exchange of story material.

These successive meetings are devoted to the telling of modern fairy-tales, hero stories, Norse myths, and folk-tales of the East, stories for special days and holidays, folk-tales of the American Indians, humorous stories, animal stories, Bible and historical stories.

These stories have been told by the instructor in story-telling, other members of the faculty, members of the class, and the very best story-tellers in the city of Memphis.

This Summer Quarter we will continue to have the Story Hour on Tuesday and Thursday evenings at seven o'clock. The best story-tellers that can be secured will tell the stories of Beowulf, Siegfried, Ulysses, King Arthur, The Three Weavers, Joseph, Uncle Remus, Folk-Stories and Fairy Stories. Any one who desires may attend the Story Hours.

SUNDAY VESPER SERVICES

Experience has shown that no service held here during the summer has been more attractive or more appreciated than what has sometimes been called the Sunset Service. Holding this service at this hour enables the faculty and the students of the summer school to unite in one common service without at all interfering with their attending the churches of their

choice in the city. This Service, which will always be kept within one hour, will begin at six-thirty o'clock. It will consist of congregational singing and a brief address by some prominent minister or layman. We hope to have the churches near the Normal School unite with us in this service. The services are held on our beautiful campus.

COUNTRY LIFE CONFERENCE

A country life conference was held at the West Tennessee Normal during the summer quarter of 1919, and was found so profitable that it was made a permanent feature and is now to be an annual affair given during each summer quarter. Some of the ablest and best men and women in the rural field were in attendance last summer and not only were interesting speakers but they took up and made plans whereby the country teachers were benefited, and helped them to solve conditions back in the rural most sections. Sanitation, health, entertainment, good roads, schools, churches, farming, and many other interesting phases of rural life were brought out.

The conferences are held out doors in the open air just after the evening meal and usually last one or two weeks. Plans for a bigger conference this summer quarter are already under preparation, and a completed program will soon come from the press. Every phase of country life conditions will be discussed by men and women who are actually doing these things and it will be worth the time and money of any student to attend these valuable meetings.

NORMAL SCHOOL FARM

One of the outstanding features of the West Tennessee Normal is the school farm which adjoins the campus and is really a part of the big organization. A prize winning herd of pure-bred Holsteins furnish about twenty-five gallons of pure, rich milk every day for the students to use. Scissors Duroc-Jersey hogs help to furnish the meat, while Government White Leghorn chickens contribute the eggs. A splendid fresh vegetable garden keeps the dining tables covered with the very best; while animal husbandry, dairying, poultry husbandry, farm management, agricultural education and many other subjects are offered in the courses of instruction.

MOTION PICTURES

The Normal School believes in the motion picture, and for that reason it teaches this as a regular subject. Not only is the subject taught but it is one of the big entertainment features of the institution. Once each week a complete photoplay is given in the main school auditorium for the benefit of the student body. The school orchestra furnishes music for the occasion and it becomes a place of real recreation, entertainment, and instruction.

Students are taught the value of motion pictures, how to use them, and how to secure them, censor, and select material suitable for schools and churches, and last, for the biggest thing in rural life, that of wholesome and uplifting entertainment for the country people.

MODEL SCHOOL

A model school for demonstration in charge of a specially trained child expert has been established in the West Tennessee Normal School building under the department of education. In this model school the students of the Normal School have the opportunity of observing the children actually at work. Model lesson plans will be furnished by the teachers in the department of education illustrating the principles of educational processes.

PRIMARY WORK

It is well understood that the work in the primary grades in our public schools is the most important part of the school work. It is important because it is fundamental, and also because of the large number of pupils in those grades. It is the aim of the Normal School to strengthen the teaching in all grades of school work, but it places special emphasis on the teaching of the early grades. During every term general professional courses bearing upon the teaching of primary work and also particular methods and content courses are given for this preparation.

For the multitude of primary teachers who come to the Summer School additional opportunities are offered, and many courses which will appeal to them will be found scheduled in the following pages. The teachers who will have charge of this work have had successful experience in the classroom, combined with the best professional training.

Regular work in the first grades will be conducted in the Normal School building during the Summer, which will afford teachers opportunity of seeing educational theory reduced to practice. Among the various courses offered in the Summer School which should appeal to primary teachers are the following: Primary methods in reading and language; primary methods in arithmetic, geography and nature study; child study, story-telling and dramatization, games, folk dances and school room gymnastics for grade 1-4, juvenile literature, construction work for primary grades school music, and content courses in every department. From this wealth of courses the most exacting primary teacher will be able to find work adapted to her needs.

TERMS OF ADMISSION

Statutory Provisions—Under the provisions of the law establishing the State Normal School, all white males or females resident in the State of Tennessee not under sixteen years of age are eligible for admission, provided they shall pledge themselves to teach in the schools of the State, within six years after leaving the school, for as long a time as they shall have attended the school.

Health—No applicant will be admitted who can not furnish evidence of being physically sound, free from contagious or infectious disease, and from chronic defects that would prevent satisfactory work as a student or militate against success as a teacher.

Character—Every applicant for admission must present a certificate of good moral character signed by a responsible person. The State is under obligation for the professional training of no person that is not qualified to exert a wholesome spiritual influence upon the lives of children.

Scholastic Requirements—Two years of High School work are required of students for admission to the third year certificate course. For admission to all other courses the student must have completed a standard High School course, or equivalent, provided students twenty-one years old or older who desire to become teachers may be admitted and have special courses made for them.

Candidate for admission should write for an admission blank, which provides for a complete statement of all work done elsewhere, and for the official signatures necessary for proper certification. All work thus credited is accepted conditionally, and the credit given will be cancelled if the student is found unable to do proficient work in the subjects to which he is admitted.

COURSES OFFERED

The West Tennessee State Normal School joins the other State Normal Schools in offering the following courses of study.

1. **Academic Course**—This course includes the work ordinarily given in the third and fourth years of first class high schools, together with reviews of public school subjects. On the completion of the academic course, the student is given a high school certificate.

2. **Certificate Courses**—Two certificate courses are offered: (a) Primary, for the preparation of teachers for first, second and third grade work; and (b) the Grammar School, for training teachers for the higher grades of the elementary schools. For entrance to either of these certificate courses, the student must have finished the four years work of a first class high school, and their completion confers the privilege of teaching in the elementary schools of the state without examination.

3. **Diploma Course**—For entrance to the diploma course graduation from a first class high school, or from the academic course of the State Normal School, is required. The completion of the course requires nine terms, of three years of work, a minimum of 160 credits, and it confers the privilege of teaching in any of the public schools of the State without examination.

4. **Extension Courses**—The West Tennessee State Normal School has conducted Extension Classes for the past two years in more than thirty courses. These classes have had an enrollment of more than three hundred different teachers each year, principally from the city schools of Memphis. Most of these teachers are prosecuting courses for the purpose of obtaining the Normal School diploma, thereby qualifying under the requirements recommended in the recent survey of the City Schools of Memphis by the United States Educational Department.

By Act of the Legislature of 1917, no person shall be admitted to the State Normal Schools who has not completed the work of the Second Year in the course outlined by the State Board of Education for the High Schools of the State; except teachers 21 years of age or over who may be permitted to attend as special students. Such special students who have had at least one year's successful experience in teaching may have special courses prescribed for them by the President or Dean but no special course shall be permitted which has fewer than 12 nor more than 20 credits a term.

REQUIREMENTS FOR GRADUATION

The minimum of requirements for graduation are as follows: For the grammar school certificate course, 60 credits, all prescribed.

1. For the two-year academic course, 111 credits; 75 prescribed and 36 elective.

2. For the primary or grammar certificate course, 62 credits each, all prescribed.

3. For the Diploma course, a minimum of 160 credits, 96 prescribed and 64 elective.

4. On taking up the diploma course, the student is required to decide upon his major subject. He should choose for his major that elective subject in which he feels the keenest interest and this subject must be continued at least through two years. A minimum of twenty-four credits has been set as the limits of a major.

At the same time the student must decide upon another elective, more or less related to his major, and he must continue this elective through one year, making not more than twelve credits therein. A subject thus worked out is called a minor. A minor may consist of the elective work from any department, Education or English, as well as others. The student should confer with the head of the department as to minor electives.

Not more than 36 credits can be required for a major, including the prescribed work.

5. The minimum time necessary to receive any kind of certificate or diploma from the Normal School will be three full terms of thirty-six weeks of resident work.

SPECIAL CERTIFICATES

Special Certificates in the departments of Agriculture, Manual Training, Home Economics and Commercial, will be awarded to any graduate of the West Tennessee State Normal School who completes all the courses offered in such department.

CREDITS IN THE UNIVERSITY OF TENNESSEE

The following statements from Doctor James D. Hoskins, Dean, shows the credit allowed in the University of Tennessee to graduates of the three-year course of the State Normal Schools:

"Graduates of the State Normal Schools who have completed the three years' course will be given credit for 99 term hours in the School of Education, College of Liberal Arts, of the University of Tennessee. If the Normal School credits include the absolute entrance and collegiate requirements of the University of Tennessee the Normal School graduate will be admitted to the Senior class of the University of Tennessee."

CREDITS IN THE PEABODY COLLEGE FOR TEACHERS

The following statement from Dr. Thomas Alexander, Chairman of the Entrance and Credits Committee, shows the credits allowed in the Peabody College to graduates of the three-year course of the State Normal Schools:

"It would be reasonable to expect, when we receive a graduate of your three-year course who had completed before entrance with you the fifteen units of high school work that we shall grant three years of credit."

CERTIFICATES AND RENEWALS

1. A State examination for teachers' certificates will be conducted at the State Normal School during the Summer Quarter.

2. Under the provisions of an act of the General Assembly of 1917, a five-year teacher's certificate may be converted into a permanent certificate at the expiration of the five years for which the certificate was issued, provided the holder has not discontinued school work for as many as three successive years. Holders of five-year or permanent certificates are not required to take the reading circle work, but are urged to do so. A permanent certificate may be revoked should the holder discontinue teaching for three years.

3. The holder of a two year teachers' certificate may have the same renewed for two years provided he has attended at least one term at the State Normal School or some other school accredited by the State Board of Education during the life of his certificate and done satisfactory work in at least three courses.

STATE EXAMINATIONS

Elementary Course—Those who are applicants for elementary certificates will be required to stand examinations on the following subjects: Spelling, Arithmetic, Music, Writing and Drawing, Grammar, Reading, Physiology, Geography, U. S. History, Tennessee History and one professional course.

High School Course—Teachers desiring High School certificates may take the work in groups as follows:

English Group—Spelling, Arithmetic, Grammar, Rhetoric, English, Literature, American Literature and a professional course.

Mathematics Group—Spelling, Grammar, Arithmetic, Algebra, Plane and Solid Geometry and a professional course.

History Group—Spelling, Grammar, Arithmetic, English History, American History, Civics, Ancient, Mediaeval and Modern History and a professional course.

Latin Group—Spelling, Grammar, Arithmetic, Caesar, Cicero, Virgil, and a professional course.

Science Group—Spelling, Arithmetic, Grammar, Physics, Physical Geography, Chemistry, Agriculture, Biology, Physiology, and a professional course.

Home Economics Group—Spelling, Grammar, Cooking, Arithmetic, Household Sanitation, Sewing and a professional course.

Composite Group—For Principals and Teachers in Third Class High Schools—Spelling, Grammar, Rhetoric, Arithmetic, Algebra, Ancient, Mediaeval and Modern History, Biology, and a professional course.

Certificates shall be designated and granted as elementary certificates of the first or second grade, or high-school certificates of the first or second grade. A first-grade certificate shall be valid for a period of five years from date of issue, and the second-grade certificate for a period of two years.

To obtain a first-grade certificate the applicant must be at least nineteen years of age, must have had at least eight months' teaching experience, and must make an average grade of 85 per cent on the subjects prescribed on examination, not falling below 70 on any subject. An applicant who makes a first grade average as required above, but who does not possess the required teaching experience, will be granted a second-grade certificate which may be changed to a first-grade certificate after eight months of successful teaching as certified to by the county superintendent of schools or the county high school board of education.

Professional Certificates—The law provides that professional certificates shall be issued by the State Superintendent of Public Instruction, as follows:

1. An elementary certificate of the first grade, to the applicant who has completed the Academic Course of the State Normal School.

2. A certificate good in all schools except four-year high schools of the first class to the applicant who has completed the Normal Course of the State Normal School.

TEACHERS MUST HOLD CERTIFICATES

The law says that no person shall be employed to teach in any public school of the State or receive pay for teaching out of the public school funds until he has received a certificate from the State Superintendent of Public Instruction. No such payment shall be allowed if made and any officer who shall make or sanction the same shall be subjected to a penalty of not less than Five (\$5.00) Dollars nor more than Fifty (\$50.00) Dollars. No person, therefore, must begin to teach expecting to receive a certificate later, as no one can legally be paid for such work.

INSTITUTE ATTENDANCE

By law it is the duty of all teachers in any county of the State to attend the full term of any county institute held for teachers of his race in that county under the provisions made by the State and County Superintendents of Public Instruction; but, in lieu of attendance upon the institute in his county, a teacher may attend a similar institute in any other county in the State in the same year, or take regular work in a Summer Quarter of one of the State Normal Schools or any regularly organized Summer school of good standing. The County Superintendent must furnish to the State Superintendent a list of the teachers of his county who failed to comply with this law.

Detailed Statement of Course of Study for the Summer months

In arranging the Course of Study for the Summer Quarter of the West Tennessee State Normal School, the Faculty has kept in mind particularly that class of students who desire to do a serious grade of school work for ten weeks, work for which they will receive full credit, not only on certificates, but for graduation from the full course at the school. It will be observed that a majority of the courses to be given are the regular courses offered by the school during the other school quarters; but review courses in all the common school subjects are also offered. The review courses will be completed each term of the Summer Quarter. It is not expected that students of the Normal School will devote themselves exclusively to review work; and no students, therefore, will be allowed to take more than three such courses during each term of the Summer Quarter.

CREDITS

The maximum number of credits which a student may secure during the Summer Quarter is 20. Students will not be allowed credit for more than 20 recitation hours. If these hours are all in regular courses the maximum credits will be 20; but if some are review subjects, the number of credits will be smaller. Ten credits will be the maximum for each term of five weeks.

Students must take at least three courses requiring a minimum of 12 recitation hours unless excused by the President. Only two credits will be allowed for a review Course. As stated above, the maximum number of credits which a student may secure during the Summer Quarter is 20 and no student will be allowed to register for more, except by consent of the President.

STUDENTS ARE NOT PERMITTED TO VISIT CLASSES

Students are not permitted to visit classes in which they are not regularly enrolled, except upon presentation of a card issued by the President, and no card will be issued for visiting the same class more than once. Certificates of attendance will not be issued nor will credit be given to those not completing the entire term's work and taking the final examinations. The Summer Quarter will be divided into two terms.

It is the purpose of this institution to make the Summer Quarter a real school and to discourage rapid reviews, "cramming," and any other superficial, learn-quick processes.

Review courses which call for five recitation hours a week in the Summer will receive 2 credits; and those calling for four extending throughout the entire summer quarter will receive 4 credits; certain laboratory courses which meet six days in the week will receive additional credits according to time.

Courses having four credits extend throughout the summer quarter of ten weeks. Those who are compelled to discontinue school at the end of the first term of five weeks will receive two credits. Courses carrying two credits are completed in one term of five weeks. Courses continuing throughout the summer quarter of ten weeks may be entered for the second term of five weeks, for which two credits will be given.

DEPARTMENT OF EDUCATION

President Kincannon; Professor Hughes; Miss Pritchett; Miss Cooper

The department of education offers to prospective students of the teaching profession a course of study which is especially fitted for their training. In planning the courses, great pains have been taken to preserve the proper balance between the theoretical and the practical. The progressive administrators of school systems are demanding better equipped teachers, and professional training is being emphasized more than ever before. Many courses in this department are designed to help superintendents and supervising principals to raise the standard of efficiency in their schools. This department offers 32 credits required in the Normal course for graduation, and several elective courses. The work in observation and practice teaching, under expert direction, will give the prospective teacher the advantage of many years of experience.

Courses are given in Methods, Practice Teaching, History of Education, General Psychology, Educational Psychology, Child Psychology, Educational Tests and Measurements, Mental Tests, and School Administration.

CERTIFICATE COURSES

Education 30—Elementary Psychology.

Text: Colvin and Bagley, *Human Behavior*—A study of the fundamental principles of psychology and their practical applications to the problems of instruction. Third Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Education 31—Principles of Teaching—Mr. Deen.

Text: Strayer and Norseworthy—*How to Teach*. A study of the various principles that control successful teaching. The formal steps in teaching are explained and illustrated by model lessons. Drill is given in making lesson outlines and plans. Third Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Education 32—School Management and Law—Mr. Deen.

Text: Bennett *School Efficiency*—A study of the fundamental problems of school management, discipline, the recitation, school buildings and grounds, etc. School Law of Tennessee will be offered as a part of this course. Third Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Education 40—Primary Methods. Section I. Miss Pritchett.

First term, reading and language for the primary grades. Principles of class-room methods discussed and illustrated. Suggestions as to first lessons in reading; oral and silent reading; seat work; sources of material in language; oral work; composition, spelling, and penmanship in relation to composition.

Second term, number work. The child's number sense and number experiences; oral and written work, correlation with activities. Nature study and home geography, methods and topics, illustrative lessons.

Fourth Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Education 40—Primary Methods. Section II. Miss Pritchett.
Same as Section I.

(Note) A series of round table conferences for students enrolled in Primary Methods will be arranged to meet once a week.

Fourth Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Education 41—History of the American Public Schools.

Text: Cubberly *Public Education in the United States*—This course traces the rise of our educational system and the most important contributions made to it from European countries.

Fourth Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Education 42—Observation and Practice.

Several primary grades will be organized in the Normal School during the Summer Quarter and lessons in primary subjects will be taught. This course will be open for observation and practice for those regularly registered in the courses in primary methods and others desiring credits.

Fourth Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Education 47—Story-telling and Dramatization. Miss Pritchett.

A study of the educational story and its application to all primary work. Opportunity is given to study the art of story-telling and dramatization. Stories will be told and dramatized in class.

Fourth Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Education 48—Rural Education.

Text: Betts and Hall, *Better Rural Schools*—Special attention will be given to rural teachers' problems both economic and social. Classification and grouping of children according to mentality and conditions. The use and value of the environment of rural schools.

Fourth Year Academic Rank.

Full Quarter. Five periods a week—four credits.

DIPLOMA COURSES

Education 50—General Psychology. Mr. Hughes.

A study of the main facts of the central nervous system as the physiological basis of behavior; consciousness and habit formation; the sense organs, sensation, perception, memory, imagination, reasoning, will, instinct and habit. Some elementary experiments will be performed. This course is prerequisite to all other Diploma courses in Education.

Offered every quarter.

One Quarter. Five periods a week—four credits.

Education 51—Psychology of Childhood and Adolescence. Mr. Hughes.

The purpose of this course is to give the prospective teacher a knowledge of the mental growth and development of the child, and of the problems of education peculiar to the period of adolescence. Prescribed.

Winter and Summer Quarters.

One Quarter. Five periods a week—four credits.

Education 52—Educational Psychology. Mr. Hughes.

The applications of psychology to the problems of discipline and instruction in the school, with special emphasis on the psychology of learning. The course will afford a good introduction to experimental methods of procedure. Prescribed.

Spring and Summer Quarters.

One Quarter. Five periods a week—four credits.

Education 59—Principles of Measurement in Education. Mr. Hughes.

This course is intended as an introduction to the general principles of scientific mental and educational measurements. Lectures and text-book assignments will be supplemented by selected references. Statistical methods explained. A recent school survey made by this department will be discussed. This course should be followed by Ed. 60 and 61. Elective.

Summer Quarter. First term. Five periods a week—two credits.

Education 65—Supervision in Primary Grades. Miss Pritchett.

Open to teachers of successful experience, principals and primary supervisors. The first term, fundamentals of criticisms and supervision of instruction and how to make these helpful will be discussed and illustrated. The second term, the qualifications and problems of successful supervisions in city and rural schools will be studied.

Sophomore College Rank.

Full Quarter. Four periods a week—four credits.

DEPARTMENT OF AGRICULTURE

Professor Teuton

The biggest job the Department of Agriculture has to do is to feed the students in attendance at the school. It is putting forth a special effort to give the students of this summer more and better food for the money than they have ever had before.

To handle this situation a State and Federal accredited herd of pure-bred Holstein cattle will supply an abundance of pure, fresh milk, and cream, including ice cream. A Government flock of White Leghorn chickens will insure the freshest eggs for all culinary purposes, with an occasional fried chicken dinner. The big electric incubator will turn out new baby chicks every three weeks right along during the summer. One of the best vegetable gardens in this section will keep the tables in the splendidly equipped new dining hall full of the choicest, freshest, and best assorted vegetables. It may even be possible to have a first class "old time" country barbecue from some of the fine Scissors Durocs on the farm.

The following courses will be offered during the first term of the summer quarter:

Agriculture 64—Visual Education. Mr. Teuton.

Text: Lectures—How to make and operate charts, lantern slides, lanterns, motion pictures, stereopticons, and how to obtain and use all kinds of motion pictures for entertaining and educational purposes. Fees \$1.00.

First Term. Five periods a week—two credits.

Agriculture 40—General Agriculture. Mr. Teuton.

Text: Agriculture for Southern Schools—by Duggar, Tennessee Edition. This is a course designed for students who are to teach agriculture when they return to teaching this fall. It is the text used in the rural schools throughout the State, and covers the entire field of general agriculture.

First Term. Five periods a week—two credits.

DEPARTMENT OF BIOLOGY**Miss Frost**

Can you tell—

- Why the young robin's breast is spotted?
- Why white flowers have the strongest perfumes?
- How many eyes the grasshopper has?
- The poisoned sumac from the harmless variety?
- Why the first crop of red clover cannot be used for seed?
- Why cloudy weather makes sour strawberries?
- Why the fountain pen leaks when nearly empty?

Biology 40—Physiology and Hygiene.

Text: To be selected—A general study of physiology with special emphasis placed on the causes and prevention of disease. A liberal amount of laboratory work will be required. It is hoped that the course may in some degree prepare the teacher to take the place of a medical inspector where the school has no such official.

Fourth Year Academic Rank.

Laboratory fee, \$1.00.

Full Quarter. Five periods a week—three credits.

Biology 41—Nature Study.

Text: Hodge's *Nature Study and Life*—This is a course in nature study for primary and intermediate grades. It suggests how to use nature study as a content subject for early expression work, how to correlate nature study with other work in the school room.

Fourth Year Academic Rank.

Laboratory fee, \$1.00.

Full Quarter. Four periods a week—three credits.

Biology 64—School Sanitation and Hygiene.

Text: No special text required; a lecture course. The different subjects considered in this course will be taken up in the order given. History of hygiene and sanitation; principals of hygiene and sanitation; health records; school buildings, location, construction, ventilation, equipment, toilet and surroundings, playgrounds, heating and lighting, cleaning; accidents and poisonings, hygiene of feet, hands, hearing, vision, nose, throat, bathing, clothing, and instruction; tuberculosis, typhoid, diphtheria; malarial fever, hookworm, and other intestinal worms; respiratory diseases; summer complaints, smallpox, tetanus, infectious diseases of childhood; disease carriers; body parasites, disinfection. Prescribed.

Full Quarter. Five periods a week—four credits.

Fee \$1.00

A course in Elementary or College Biology will be given for those who wish it.

DEPARTMENT OF CHEMISTRY**Professor Hayden**

Attention to the part that Chemistry plays in the industrial life of a country will convince the most skeptical of the need of this subject being taught in our schools. Through its agency an understanding of crop fertilizers has been accomplished. This has brought about greater production of food and clothing crops. Again chemistry has made possible a greater utilization of the products of cotton seed, flax seed, peanuts, cereals, and various kinds of nuts. More economical methods of separating metals

from their ores has put them to many new uses. Tanning of leather, making of iron and wood substitutes, and vulcanizing of rubber are mainly chemical processes. Chemistry has made the manufacture and use of dyes an almost unlimited field.

In addition to the influence Chemistry has had in the development of the industries and agriculture, it has become a fundamental subject in the study of Medicine, Biology and Home Economics.

The West Tennessee Normal School has ample facilities for taking care of one hundred students in Chemistry. A modern and complete equipment is maintained for this work. Only a nominal fee of \$1.50 a course each term is charged.

SUMMER QUARTER

The following courses are offered during the summer quarter:

Chemistry 40—Beginners Course in Chemistry.

Text: Alexander Smith's Intermediate Chemistry—This is a study of the fundamental principles of general Inorganic Chemistry.

Freshman College Rank.

Two lectures and two double laboratory periods a week.

Summer Quarter—four credits. Rooms 100-102.

Chemistry 50—Applied Chemistry.

Text: To be selected—This course is given in connection with courses offered in Home Economics and Agriculture.

Sophomore College Rank.

Two lectures and two double laboratory periods a week.

Summer Quarter—four credits. Rooms 100-102.

Chemistry 64—Organic Chemistry.

Text: Cohen's Organic Chemistry—This course includes a study of carbon and its compounds, beginning with the chain series. Special emphasis will be given to the principles and applications of organic chemistry.

Junior College Rank.

Two lectures and two double laboratory periods a week.

Summer Quarter—four credits. Rooms 100-102.

Chemistry 60—Analytical Chemistry.

This course is offered all quarters.

COMMERCIAL DEPARTMENT

Professor Deen

The aims of this department are (1) to make it possible for teachers to secure a knowledge of business subjects as a part of their general education. The keeping of accounts is necessary to every individual, and the mastery of typewriting and shorthand gives him possession of inestimable value in his studies as well as in any business of profession in which he may engage; (2) but not least to teach teachers how to teach commercial subjects. There is a greater demand on the high schools of today to teach subjects that are found in a modern and efficient business department than at any previous time. It is to meet these demands that Normal School is lending every effort.

Since teachers of commercial courses in high schools are usually expected to teach all the subjects of the ordinary high school commercial course,

students expecting to handle this work should at least include in their preparation the following courses: Accounting, Law, Stenography, Typewriting, Office Practice Methods of Teaching Commercial Subjects, and Practice Teaching.

Commercial 30—Typewriting.

Text: Sorrel's Rational Typewriting—Students are trained to use the machine rapidly and accurately by the touch method. The course covers two terms' work. The first terms' work includes a careful study of the mechanical features of the machine, work and sentence writing that will enable the student to acquire a complete mastery of the keyboard, letter writing and easy dictation exercises. The second term includes a study of legal forms, tabulating, and duplicating work.

Two Quarters—four credits.

Commercial 40, 41, 42—Shorthand.

Text: Gregg Manual and Speed Practice.

Summer Quarter—The first twelve lessons of the Manual, and reading from the lesson plates of the Gregg Writer. Special drills are given in shorthand penmanship. All three of the above numbered courses will be given if sufficient demand is made for them.

Commercial 43, 44, 45—Bookkeeping.

This course is designed to cover the work given by the first class high schools. It includes many of the modern accounting principles. In this work the actual business paper is used. Both the practical and pedagogical sides are emphasized. Students who desire to become high school teachers will find it to their advantage to elect this course. Individual instruction is given.

Three Quarters—Twelve credits.

Note—The above courses may be elected in either the third or fourth years.

Commercial 50—Bank Accounting.

This course treats of the organization and management of a bank. The work is designed to familiarize the students as nearly as possible, with the routine of the various departments of a bank.

Four credits—Summer Quarter. Prerequisites: Commercial 43, 44 and 45.

Commercial 51—Commercial Law.

Text: Peters—This course treats of the following subjects: Sources and origin of law, contracts, negotiable instruments, sales of goods, bailment of goods, insurance agency, partnership, corporations, real property, personal property, landlord and tenant, wills, administration of estates, etc.

Summer Quarter—four credits.

Commercial 52—Business Organization.

Text: Spalding's Business Organization—It is desirable that this course be preceded by general economics. This course treats of the fundamental principles of business administration; the individual business man, the partnership the corporation; extractive, manufacturing and distributive industries; the various departments of a large business and their relation to one another; the markets, advertising, credits, and collections; the administrative department and accounting methods.

Summer Quarter—four credits.

Given if sufficient demand.

Commercial 71—Practice Teaching.

Advanced students are required to do a certain amount of practice teaching. This work is given in the regular commercial department under the direction and supervision of the principal of the department. Credit on Special Commercial Certificate.

Given if sufficient demand.

Commercial 72—Methods of Teaching Commercial Subjects.

In this course a special series of lectures are given, explaining and illustrating methods of teaching commercial subjects. Each subject will be discussed separately. Methods of handling classes under both ideal and adverse conditions will be presented. Special emphasis will be given to methods of correlating commercial courses with the literary courses in high schools. This course will cover one quarter's work.

Three recitations per week—Three credits.

Given if sufficient demand.

DEPARTMENT OF DRAWING AND PENMANSHIP

Miss McCormack

Drawing 40—Construction Work for Primary Grades.

Text: Loose-leaf Note-book—This course deals with the problems of the first four grades from the standpoint of the regular grade teacher. Special emphasis is placed upon the use of hand work as a method of teaching primary subject matter. Paper folding, raffia, free-hand drawing, and other forms of construction work will be studied. Two Sections.

Full Quarter. Three periods a week—two credits.

Each Term. Three periods a week—one credit.

Drawing 41—Construction Work and Drawing for Intermediate Grades.

In this course continued attention is given to the use of hand work as an illustrative factor where it can be used to advantage in teaching Geography, History, Literature and the industries.

Still life, free-hand drawing, landscape, and composition. Problems in paper, cardboard, and booklet making.

Full Quarter. Three periods a week—two credits.

Each Term. Three periods a week—one credit.

Penmanship 30—

Text: Palmer's Method of Business Writing—The object of this course, is to teach a rapid, plain, unshaded, and easily executed system of business penmanship.

Full Quarter. Three periods a week—one credit.

Penmanship 31—

Text: Palmer's Method of Business Writing—For those having completed

Penmanship 30, and who wish to work for a Teacher's Diploma in Writing.

Full Quarter. Three periods a week—one credit.

DEPARTMENT OF ENGLISH

Professor Vaughan, Miss Augustus, Miss Wilson, Miss O'Donnell, Mr. Deen,
Miss Cooper.

English 13—Review Grammar

Text: Sanford, Brown and Smith's English Grammar—A thorough review of parts of speech. Stress will be placed on inflection and its application to everyday English. Special drill in sentence analysis. No credit will be given for this course on diploma. Two Sections.

Offered each term. Five periods a week—two credits.

English 33—Review American Literature and Rhetoric.

Text: Scott and Denny's Composition—Rhetoric and Halleck's American Literature. Narration and description will be covered. The time will be equally divided between literature and rhetoric. Both this course and the next are recommended for those preparing to take examinations for High School certificates in English. Classics chosen to suit needs of class.

Weekly themes.

Third Year Academic Rank.

First Term. Offered second term on demand.

Five periods a week—two credits.

English 40—Rhetoric—English Literature.

Text: Scott and Denny's New Composition—Prose and Halleck's English Literature. Several classics will be studied intensively. This course is the same as the first Quarter's work in fourth year High School English. Not a review course. English 41, the second Quarter of fourth year High School English will be offered on demand.

Full Quarter. Five periods a week—four credits.

English 43—Review English Literature and Rhetoric.

Text: Scott and Denny's Composition—Rhetoric and Halleck's English Literature. Exposition and argumentation covered. Classics chosen to suit needs of class. This course with English 33 is designed for review as a preparation for State examinations in High School English.

Fourth Year Academic Rank.

Offered first term. Repeated second term on demand.

Five periods a week—two credits.

English 45—Public Speaking.

Text: Phillips' Effective Speaking—The object of the course is to train students to select, arrange and present material in order to affect a given audience, in a given way, and within a given time. The course deals with a study of the best forms of composition and the delivery of formal and informal speeches, debates and declamations.

Fourth Year Academic Rank.

Offered each term.

Five periods a week—two credits.

EDUCATION 47—Story-Telling and Dramatization.

This course is a study of the educational story and its application to all primary work. It also gives an opportunity to study the art of story-telling and dramatization. Stories will be told and dramatized in class.

Fourth Year Academic Rank.

Offered each term.

Five periods a week—two credits.

English 50—College Composition.

Text: Century Handbook in Writing—This course corresponds to the first quarter of English offered in the fall of the regular term. A theme will be required each week. All types of discourses will be illustrated at length. Open to graduates of accredited four-year high schools.

First Year College Rank.

Full Quarter. Four periods a week—four credits.

English 52—English Literature.

Text: Crawshaw's Making of English Literature and Newcomer and Andrews Twelve Centuries of English Prose and Poetry. A survey course of English Literature from Shakespeare to Wordsworth.

First Year College Rank.

Full Quarter. Four periods a week—four credits.

English 53—Teachers' Grammar.

Text: Kittredge and Farley's Advanced English Grammar—A library course in the teaching of elementary and high school English Grammar. Open to high school graduates and those holding first-grade certificates. Two Sections. Section two will rapidly cover text in one term, giving two credits.

Freshman College Rank.

Full Quarter. Five periods a week—four credits.

English 54—Juvenile Literature.

Text: Curry and Clippinger's Children's Literature—All problems of elementary school English bearing on the first four grades will be discussed. Special stress will be placed on the field of juvenile literature for the purpose of familiarizing the teacher with the classics, myrth and masterpieces, and of giving her the best methods of presenting these masterpieces. Open also to students of Academic rank.

Full Quarter. Five periods a week—four credits.

English 61—Nineteenth Century Prose.

A survey will be made of the field of prose from the latter Eighteenth Century to the middle Nineteenth Century. Stress will be placed on Lamb, DeQuincey, Hazlitt, Macaulay, Carlyle, Ruskin, Arnold, Thackeray, and Eliot. Much outside reading and essays required, based on style of Lamb and DeQuincey. Spring Quarter.

Full Quarter. Five periods a week—four credits.

English 62—Teaching of Junior High School English.

Text: Bolenius's—Teaching Literature in the Grammar Grades and High School and Chubb's Teaching of English. The field of English from the seventh to the tenth grades inclusive will be covered. Students are requested to provide themselves with most of the high school classics. Several lectures will be given on the present status of teaching English. Course open to students of College Rank or by special permission to those of Academic Rank.

Full Quarter. Five periods a week—four credits.

English 71—American Poetry.

Text: Page's Chief American Poets and Stedman's Poets of America—A critical study will be made of Bryant, Longfellow, Emerson, Whittier, Lowell, Holmes, Whitman, Poe and Lanier.

Full Quarter. Five periods a week—four credits.

HISTORY DEPARTMENT**Professor Scates****History 12—History of Tennessee.**

Text: Goodpasture's History of Tennessee—Review Course.

First term. Five periods a week—two credits.

History 13—Review Course in United States History.

No special text. Lectures and readings. A thorough review of the essential facts of United States History.

Each Term. Five periods a week—two credits.

History 31—English History.

Text: Cheyney's English History—Covers English History from the Thirteenth Century to the Restoration.

Third Year Academic Rank.

Full Quarter. Five periods a week—four credits.

History 40—American History. Professor Scates.

Text: Stevenson's American History—An intensive study of American life to the time of Andrew Jackson.

Fourth Year Academic Rank.

Full Quarter. Five periods a week—four credits.

History 43—The Teaching of History. Mr. Scates.

Text: Mace Method in History. And a Good U. S. History—

Methods in History for primary, grammar grade and high school teachers.

Fourth Year Academic Rank.

Full Quarter. Four periods a week—four credits.

History 51—The French Revolution and Napoleonic Era.

Text: Shailer Mathews' French Revolution. A study of the old regime, the causes of the revolution, and efforts at reform which led to the Estates General; the red democracy that expressed itself in the form of the National Assembly and Convention will be analyzed. The periods of the Directory, Consulate, and empire, showing the absolutism of Napoleon. The institutional changes introduced by the Revolution will be studied in an attempt to discern the permanent contributions it made.

Full Quarter. Five periods a week—four credits.

History 55—Sociology.

Text: Elwood's Sociology—An introductory course including such subjects as the origin and function of the family; the growth of population; immigration; the negro; crime and prison reform; the problem of the city.

Freshman College Rank.

Full Quarter. Five periods a week—four credits.

History 60—Advanced American History. Prof. Scates.

Text: Hart's Formation of the Union—The term will cover the period from 1750-1829; the formation of the Union; the organization of the New Government; the period of Federal supremacy; the period of Republican supremacy, and the political parties.

History 70—The World War. Prof. Scates.

Text: Davis'—The Roots of the War.

The Fundamental causes of the World War.

Full Quarter. Five periods a week—four credits.

HOME ECONOMICS DEPARTMENT

Miss Wright; Miss Tharp.

The department of Home Economics desires to be of service to two classes of students, (1) those who are interested in this field of work from the professional standpoint of the teacher of Home Economics, and (2) those who would like to pursue some Home Economic studies for their own pleasure and profit.

Home Economics 30—Elementary Sewing and Textiles.

Text: Kinne and Cooley's *Shelter and Clothing*—An introductory course in sewing, including hand and machine sewing applied to articles and garments. Laboratory fee, 25 cents. Students provide materials subject to approval of instructor.

Third Year Academic Rank.

Full Quarter. Two single and two double periods a week—three credits

Home Economics 33—Elementary Foods and Cookery.

Text: Greer's *Text-Book of Cooking*—This course includes a general study of the elementary principles of cookery and is planned for those who wish a short survey of the subject. Laboratory fee, \$1.00. White aprons with bibs and skirts long enough to protect dresses for laboratory.

Third Year Academic Rank.

Full Quarter. Two single and two double periods a week—three credits

Home Economics 45—Millinery.

A course in home millinery, including the making and trimming of simple hats.

Fourth Year Academic Rank.

Full Quarter. Two double periods a week—two credits.

Home Economics 51—Home Cookery and Table Service.

This course affords opportunity for practice in home cookery. It includes the study of various methods of preparation and garnishing and the planning, cooking, and serving of breakfasts, luncheons, dinners and suppers. Laboratory fee, \$2.00. White aprons with bibs and skirts long enough to protect dresses for laboratory.

Freshman College Rank.

Full Quarter. Two single and two double periods a week—four credits.

Home Economics 53—Housewifery and Household Management.

Text: Balderston's *Housewifery*—A course in the general technique of housekeeping; application of scientific management principles to the household; labor-saving appliances; cleaning; marketing; household budgets and accounts.

Freshman College Rank.

Offered first term. Four single periods a week—two credits.

Home Economics 56—Dressmaking and Clothing Design.

Text: Baldt's *Clothing for Women*.

Laboratory fee, 50 cents.

Freshman College Rank.

Full Quarter. Three double periods a week—three credits.

Home Economics 60—

Teaching of Foods and Home Management in Elementary and Secondary Schools.

Text: Cooley, Winchell, Spohr and Marshall's *Teaching Home Economics*
Sophomore College Rank.

Offered second term. Four single periods a week—two credits.

DEPARTMENT OF LATIN
Miss Augustus; Miss Wilson

Courses For the Summer Quarter.

Latin 10—Review of Beginner's Latin.

Text: Elementary Latin by Smith.

This course covers half of first year's work.

First Year Academic Rank.

First Term. Five times per week—two credits.

Latin 12—Review of Beginner's Latin.

Text: Elementary Latin by Smith.

This course covers last half of first year's work.

Second Term. Five times per week—two credits.

Latin 20—Caesar.

One book of Caesar is read; some work in prose is done; forms are reviewed.

Full Quarter. Five times per week—four credits.

Latin 30—Cicero.

Latin 30, Cicero, or Latin 40, Vergil will be given as demand may require

Full Quarter. Five times per week—four credits.

Latin 60—Pliny's Letters.

Text: Prescott's Pliny.

Sophomore College Rank.

First Quarter. Five times per week—two credits.

DEPARTMENT OF MANUAL TRAINING

Professor Wilson

In response to the growing demand for Manual Training teachers in County and Agricultural High Schools the Summer Courses in this department will be intensely practical in nature. Although we have a splendid equipment of motor driven power machinery the prospective Manual Training teacher will be limited to the use of the ordinary bench and tool equipment to be found in the average school. We desire especially to stress the correlation of courses with agricultural work. The poultry house on the school farm, together with a number of lesser projects constructed by Manual Training students, bears witness to the fact that the work given is real, not theoretical. All students specializing in Agriculture are urged to take at least one course in Manual Training.

Manual Training 43—Elementary Mechanical Drawing.

Text: Mechanical Drawing for High Schools—French and Svenson—A course for teachers of Manual Training who desire a drill in the fundamentals of drafting or for students who have had no definite instruction in Mechanical Drawing. The course will include a study of the following topics—(1) Use of instruments, (2) Applied Geometry, (3) Lettering, (4) Sketching, (5) Projection and relation of views.

Fourth Year High School Rank.

One period lecture and recitation—four periods drawing per week.

Full Quarter—three credits.

Manual Training 53—Architectural Drawing.

Text: Architectural Drawing—Seaman—Pre-requisite Manual Training 43 or its equivalent. An advanced course in drafting which will be de-

voted entirely to a study of practical architectural work. Typical house plans, elevations and details will be studied—each student completing an entire set of blueprints for at least one building.

Freshman College Rank.

One lecture and recitation—four periods drawing per week.

Full Quarter—three credits.

Manual Training 56—Rural School Woodworking.

Text: Essentials of Woodworking—Griffith—This course is intended especially for teachers who wish to introduce some practical woodwork in grades seven and eight. The minimum tool equipment will be used and more time will be devoted to actual construction than to a study of tools and tool processes. A number of type problems will be constructed which will meet some definite need of the boy either in the home or in the school.

Freshman College Rank.

One period recitation and four periods shopwork per week.

Full Quarter—three credits.

Manual Training 63—Farm Mechanics and Carpentry.

Text: Constructive Carpentry—King—A course intended to correlate closely with work in Agriculture taking up the construction of a number of practical farm projects. In addition special instruction will be given in what constitutes good building construction. Briefly outlined the course includes a study of sills and floor construction, wall framing, use of steel square, roof framing and rafter cutting.

Sophomore College Rank.

One period recitation and four periods shopwork per week.

Full Quarter—three credits.

DEPARTMENT OF MATHEMATICS

Professor Poindexter, Miss Proctor

Mathematics 13—Review Arithmetic.

Text: State Adopted—Wentworth-Smith—The work in this class will be very largely on the subject matter of Arithmetic, but will be presented from the teacher's viewpoint with the hope that teachers may not only gain a more thorough and comprehensive knowledge of Arithmetic themselves but that they may become better teachers.

First and second terms. Four periods a week—two credits.

Mathematics 10, 11, 12—Review First Year High School Algebra.

Text: Milne's Standard Algebra—Algebra including the fundamental operations, factoring, fractions, simple equations, etc., through radicals.

First and second terms. Four periods a week—two credits per term.

Mathematics 20, 21, 22—Review Second-Year High School Algebra.

Text: Milne's Standard Algebra—A course in High School Algebra beginning with quadratics and reviewing the remainder of the book.

First and second terms. Four periods a week—two credits per term.

Mathematics 30, 31, 32—Review Plane Geometry.

Text: Wentworth-Smith's Plane Geometry—A review course, reviewing the five books of Plane Geometry. Special attention to the solution of originals.

Third Year Academic Rank.

First and second terms. Four periods a week—two credits per term.

Mathematics 40—Teachers' Arithmetic.

Text: Lindquist's *Modern Arithmetic, Methods and Problems*—This is strictly a teachers' course in Arithmetic. The work will be largely on methods but enough problems will be given to show the practical use of the methods presented.

Fourth Year Academic Rank.

First and second terms. Four periods a week—two credits per term.

Mathematics 50—Solid Geometry.

Text: Wentworth-Smith's *Solid Geometry*—A review course in the three books of Solid Geometry.

Freshman College Rank.

First and second terms. Four periods a week—two credits per term.

Mathematics 51—Plane Trigonometry.

Text: Wentworth's *Plane and Spherical Trigonometry*—This is a course in Plane Trigonometry.

First Year College Rank.

First through second terms. Four periods a week—two credits per term.

DEPARTMENT OF MODERN LANGUAGES

Miss Thomas

Modern Language 40—First Year French.

Text: Chardenal's *Grammar and "Histoire de France"*—This is an interesting history of France in easy French.

Fourth Year Academic Course.

Full Quarter. Four periods a week—four credits.

Modern Language 46—First Year Spanish.

Text: "Primeras Lecciones de Espanol" by Dorado.

Fourth Year Academic Course.

Full Quarter. Four periods a week—four credits.

Modern Language 50—Second Year French.

Text: Grammar and Talbot's "La France Nouvelle"—This readable text book presents interesting facts about France, that is slowly rising from the desolation of war, in a way to help pupils understand and admire the nation whose language they are studying.

Freshman College Rank.

Full Quarter. Four periods a week—four credits.

Modern Language 56—Second Year Spanish.

Text: Hills and Ford's "First Spanish Course," and "Vistas Sudamericanas," by the noted author of "The Four Horsemen of the Apocalypse."

Freshman College Course.

Full Quarter. Four periods a week—four credits.

DEPARTMENT OF MUSIC

Professor Austin

Music 40—Public School Music.

Text: Progressive Music Series, Book 1, and Primary Melodies.

Rote songs. Easy sol feggio studies, ear training and rhythmic exer-

cises. Careful study of methods and material for use in lower grammar grades.

Fourth Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Music 42—Public School Music. Mr. Austin.

Text: Progressive Music Series, One Book Course and Junior Song and Chorus Book.—Sight reading, studies in two, three and four-part singing, elements of harmony, methods for presenting music to upper grammar and Junior High School grades.

Full Quarter. Five periods a week—four credits.

Music 44—Public School Music.

Text: New Educational Series—A review course in music for elementary schools, designed for those who have had some study of music. Careful attention given to methods and music appreciation.

Fourth Year Academic Rank.

Two Terms. Five periods a week—two credits per term.

Music 47—Band and Orchestra. Mr. Austin.

Text: The Educator.

Fourth Year Academic Rank.

Full Quarter. Five periods a week—four credits.

Music 50—Harmony and Music History. Mr. Austin.

Text: Chadwick's Harmony and Hamilton's Outlines of History of Music. Beginning work in intervals-triads, leading up to the use of the dominant chord and its inversions. Beginning studies in history of music.

Freshman College Rank.

Full Quarter. Four periods a week—four credits.

Music 54—Chorus Class. Mr. Austin.

Standard choral music for mixed voices, male and female, quartette music will be studied. Chorus and orchestra conducting.

Freshman College Rank.

Full Quarter. Four periods a week—four credits.

Private lessons two per week in piano, violin, band and orchestral instruments may be arranged for at a rate of \$18.00 to \$21.00 per term.

DEPARTMENT OF PHYSICS AND GEOGRAPHY

Professor Manning

Physics 40—Mechanics. A course for beginners.

Text: A First Course in Physics, Millikan and Gale.

Two credits each term. Five periods a week—four credits.

Room 106.

Physics 41—Electricity.

Text: A First Course in Physics, Millikan and Gale—A continuation of

Physics 40. Both courses are of academic rank.

Full Quarter. Five periods a week—four credits.

Room 106.

Geography 41—Teachers' Geography.

Text: Essentials of Geography, Brigham and McFarlane—A review course for teachers.

Offered each term. Five periods a week—two credits.

Room 106.

Geography 52—Commercial and Industrial Geography.

The natural sources of wealth and their utilization by man. A study of the production, transportation and exchange of commodities. The geography of trade. Junior or senior elective.

Five times a week—four credits.

DEPARTMENT OF PHYSICAL EDUCATION

Mrs. Teuton

Physical Education in some form is required during the regular year and it is strongly recommended that every student take some recreational work during the summer quarter.

Education 54—Education Through Play.

This course includes a brief study of the periods in a child's development, with special emphasis upon the play activities characteristic of the different periods, the instincts and impulses underlying various forms of play, theories of play, the relation of play to work. An analysis of common play materials will give a basis for the determination of principles governing the selection and use of materials in the primary grades.

Both Terms—three credits—

Physical Education 52—Folk and Classic Dancing.

This course is designed to give practice in folk, national, and a simple aesthetic dances. The course suitable for grades, high school, college, or private class work, includes numerous folk dances, a few of the simpler solo dances taken from Chalif and other schools, and beginning work in the technique of dancing.

Both Terms—one credit.